



Castle Tower School

Anti Bullying Policy

Review Date:May 2019

CASTLE TOWER SCHOOL
ANTI-BULLYING POLICY AND PROCEDURES

Castle Tower School caters for pupils with special educational needs in the North Eastern area of the Education Authority. The school provides education for pupils from 3 to 19 years old with a wide range of barriers to learning.

At Castle Tower we celebrate the talents of each individual and strive to improve the quality of each person's life by developing confidence, tolerance, honesty, happiness and curiosity. We aim to develop within each individual the skills they require for a full and happy life and help them to be independent, ambitious and look forward with hope to the future.

The nurturing ethos of the school contributes to a safe, caring and happy environment where children are supported to help them overcome any barriers to learning.

At Castle Tower we encourage our young people to become involved in discussions and decisions on school life that affect them. We want our pupils to be self-motivated and take responsibility for their own learning and we use a range of strategies to promote this.

In Castle Tower School we believe that our pupils have a right to learn in a supportive, caring and safe environment without the fear of being bullied.

RATIONAL

- The organization of the school supports the maintaining of a caring community, which promotes tolerance, mutual respect, courtesy, thoughtfulness and kindness;
- The school seeks to ensure a high degree of collective vigilance in order to minimize opportunities for bullying;
- Members of the school community should be aware of the:-
types and causes of bullying,
signs of bullying and
established procedures for dealing with incidents of bullying;
- Established procedures are followed where the school has been alerted to possible bullying incidents;
- The school seeks to create and maintain a climate where the school has been alerted to possible bullying incidents;
- Parents are made aware of the schools anti-bullying policy;
- A close working relationship between home and school is encouraged in the prevention, detection and elimination of bullying;
- The school provides support and in house counselling for both victims and bullies.

INTRODUCTION

Bullying is not always easy to define. It includes a deliberate hostility and aggression towards the victim who is weaker and less powerful than the bully or bullies, the outcome of which is always painful and distressing for the victim. Bullying affects everyone, not just the bullies and the victims. It also affects those other children who watch and less aggressive pupils can be drawn in by group pressure. It is a form of anti-social behaviour which is unjustifiable. It is wrong and will not be tolerated within the school community.

WHY IS AN ANTI-BULLYING POLICY NECESSARY?

All schools both large and small contain some numbers of pupils with the potential for bullying behaviour. If a school is well disciplined and organised, it can minimize the occurrence of bullying. It is important that all pupils and parents / guardians are fully aware that any bullying complaints will be dealt with firmly, fairly and promptly.

WHAT IS BULLYING?

Bullying occurs through several types of anti-social behaviour.
It can be:-

PHYSICAL – physical bullying takes place when a person is e.g. punched, kicked, hit or spat at.

VERBAL – name calling, sarcasm, spreading rumours, persistent teasing.

EMOTIONAL – excluding (i.e. sending to Coventry), tormenting (i.e. hiding books), threatening gestures, ridicule, humiliation.

RACIST OR RELIGIOUS – racial or religious taunts, graffiti or gestures.

SEXUAL – unwanted physical contact or abusive comments of a sexual nature.

DAMAGE TO PROPERTY OR THEFT – pupils may have their property/money stolen or damaged. The bully may use physical threats in order that the pupil hands over property to them.

CYBER BULLYING – includes internet, text, mobile phones and land lines.

WHAT ACTION WILL OUR SCHOOL TAKE WHEN BULLYING IS SUSPECTED?

If any degree of bullying is identified, the following action will be taken: -

- Help, support and counselling will be given to both the victims and the bullies by appropriate staff.

SUPPORT WILL BE GIVEN TO THE VICTIM IN THE FOLLOWING WAYS: -

- By offering them opportunity to talk about the experience
- By informing the victims parents / carers;
- By offering continuing support when they feel they need it;
- By taking disciplinary steps to prevent more bullying.

BULLIES WILL BE DISCIPLINED YET HELPED IN THE FOLLOWING WAYS:-

- By talking about what happened, to discover why they became involved;
- Informing the bullies' parents / carers;
- By continuing to work with the bullies in order to get rid of prejudiced attitudes as far as possible;
- By taking disciplinary steps to prevent more bullying.

DISCIPLINARY ACTION

1. Bullies will be warned officially to stop offending;
2. The parents / carers of bullies will be informed;
3. Bullies may be withdrawn at break and / or lunchtime;
4. Pupils who continue will be withdrawn from the rest of his / her class
5. Should these pupils still continue to bully further action may be taken
6. When appropriate and in more extreme cases the pupil will be referred to the School Based Care Team.

ADVICE TO PUPILS

WHAT CAN YOU DO IF YOU ARE BEING BULLIED?

- Remember that your silence is the bullies greatest weapon;
- Tell yourself that you do not deserve to be bullied and that it is WRONG;
- Be proud of who you are; it is good to be individual;
- Try not to show that you are upset, it is hard but a bully thrives on someone's fear;
- Stay with a group of friends, there is safety in numbers;
- Be assertive, shout "NO!", walk confidently away, go straight to a member of staff;

- Do not fight back, it makes things worse;
- Always try to tell an adult you trust straight away, you will get immediate support.

IF YOU KNOW SOMEONE IS BEING BULLIED.....

- **TAKE ACTION** – watching and doing nothing looks as if you are on the side of the bully and makes the victim feel unhappier and on their own;
- Tell an adult immediately if you feel you cannot get involved, staff have ways of dealing with the bullying without getting you into trouble;
- Do not be tempted to join in with bullying.

STAFF WILL TAKE YOU SERIOUSLY AND WILL DEAL WITH BULLIES IN A WAY THAT WILL END THE BULLYING AND WILL NOT MAKE THINGS WORSE FOR YOU.

ADVICE TO PARENTS

WHAT CAN YOU DO IF YOUR CHILD IS BEING BULLIED?

- Look for unusual behaviour in your child. They may suddenly not wish to attend school, feel ill regularly or not complete work to their usual standard;
- Take an active role in your child's education, enquire how their day has gone, who they have spent their time with, how break/lunch time was spent;
- Inform the school immediately if you feel your child may be the victim of bullying. Your complaint will be taken seriously and appropriate action will follow;
- Advise your child not to fight back, it can make matters worse;
- Tell you own son / daughter there is nothing wrong with him / her and that it is not his / her fault that they are being bullied;
- Make sure your child is fully aware of the school policy concerning bullying and not be afraid to ask for help.

WHAT WILL OUR SCHOOL DO?

- Treat bullying as an offence and take every possible action to eradicate it from our school;
- Organize the school community in order to minimize opportunities for bullying e.g. ensure adequate supervision at all times;
- Use any opportunity to discuss aspects of bullying and the appropriate way to behave towards each other e.g. the PD programme, assemblies, drama, class discussion, circle time;
- Have "bully boxes" where pupils can put a note about any incidents that might worry them;
- Deal quickly, firmly and fairly with any complaints, involving parents when necessary;

- Maintain a firm but fair discipline structure with rules that are few, simple and easy to understand;
- Encourage pupils to discuss how they get on with other people and to form positive attitudes towards each other, this includes a review of what friendship really is;
- Encourage pupils to treat everyone with respect
- Encourage the School Council to address the topic of bullying to help promote self regulation

DELIVERY WITHIN THE CURRICULUM

PD, English, Drama, Role Play and Circle Time will provide opportunities for pupils to share together, value each other, increase communication skills and introduce specific conflict resolution strategies. Weekly assemblies / Bullying Week provide an opportunity for awareness raising with the whole school and potentially act as a trigger for further work.

RECORDING OF BULLYING INCIDENTS

An alleged bullying incident will be investigated by class teacher and recorded on the form below then retained in a central register.

**The policy has been ratified by the Board of Governors.
The policy will be evaluated and reviewed in May 2019**

Signature of the chairperson of the Board of Governors:



Castle Tower School
BULLYING INCIDENT FORM

NAME OF THE DISTRESSED/ INJURED PUPIL		
<u>INCIDENT DETAILS</u>		
DATE	TIME	VENUE
Outline of incident		
OTHER PUPILS INVOLVED		
REPORTED BY		
WAS THE SCHOOL POLICY FOLLOWED? YES / NO		
ACTION TAKEN		

<u>Staff informed</u>	<u>Others informed</u>
Form Teacher	
L Beattie / G Mc Glynn	Parents
E Mc Kee	Social Worker
R Mc Caughan	Other
R Mc Feeters	
Other	
OUTCOME	
SIGNATURE	
DATE	

Please complete form and return to E McKee